

East Polk Soil & Water Conservation District December 22nd, 2025 Board Meeting Minutes

Board Members Present: David Kiecker, Scott Balstad, Larry Vettleson, and Ken Pederson.

Other's Present: Rachel Klein, Jenna Simonson, and Gabby Rodriguez,.

Meeting called to order at 8:35 am by Chairman Pederson

Approve the December 22, 2025 Agenda. Motion by Balstad, Seconded by Vettleson.

Secretary's Report:

Approve the November 20th, 2025 Regular Meeting Minutes. Motion by Vettleson, Seconded by Balstad.

Financials:

Approve the November 2025 Financial & Treasurer's Reports, subject to revisions. Motion by Balstad, Seconded by Vettleson.

Old Business:

New Business:

Approve 2026 Office Rent - \$3216. Motion by Balstad, Seconded by Kiecker.

Approve Feedlot Workplan for FY26/27. Motion by Balstad, Seconded by Vettleson.

Cover Crop Payments made in December: Federal Funds

- 60A-1-2: \$15,000
- 60A-1-3: \$5,400
- 60A-1-4: \$10,550*
- 60A-1-5: \$10,000
- 60A-1-6: \$15,000
- 60A-1-7: \$15,000
- 60A-1-8: \$15,000
- 60A-1-9: \$15,000
- 60A-1-10: \$15,000
- 60A-1-11: \$15,000*
- 60A-1-12: \$12,780
- 60A-1-14: \$11,820
- 60A-1-15: \$11,400

(* split between State and Federal funding)

The Board reviewed and approved above payments. Motion by Balstad, Seconded by Vettleson.

Approve payment for Rick Roeds WASCOD and Grade Stabilization project, CS-25-06. Total project cost was \$125,537.78. Total project cost estimate was \$122,821.22. Total payment amount at 90% cost share is \$110,539.10. This project is funded by Clearwater 1W1P. Motion by Balstad, Seconded by Kiecker.

Approve payment for Rick Roeds WASCOB project, CS-25-06. Total project cost was \$65,128.32. Total project cost estimate was \$64,817.01. Total payment amount at 90% cost share is \$58,335.31. This project is funded by Clearwater 1W1P. Motion by Balstad, Seconded by Kiecker.

Amend contract end date Larry Vettleson's Side Water Inlet Project, CS-25-12. Original end date was 12/31/2025. Amended date will be 12/31/2026. Motion by Balstad, Seconded by Kiecker. Vettleson abstained from voting.

Paid Leave: Rachel reviewed the new Paid Leave program with the Board.

Employee Evaluations and Recommendations: Evaluations were reviewed and all were found to be satisfactory. Recommendations below:

Motion to approve raises as listed below by Balstad, Second by Vettleson.

- Rachel: \$1.75/hour increase. 2026 rate: \$36.75/hour.
- Jenna: \$1.75/hour increase. 2026 rate: \$29.75/hour
- Gabby: \$2/hour increase. 2026 rate: \$25.00/hour

Reports:

NRCS: All efforts have revolved around processing payments to close out calendar year 2025.

Everyone that wanted payment in 2025 will be paid in 2025.

A January 15 th national sign-up deadline for EQIP, CSP and ACEP (MN doesn't have AMA) is being announced for all states. Workload efforts will be prioritized toward EQIP applications received by August 1, 2025 and CSP applications received or were notified or desire to defer, by October 31, 2025. These were MN original FY26 sign-up deadlines. I'll turn to planning efforts for FY2026 applicants soon.

We are awaiting guidance on FY2026 program implementation.

Member Reports

Kiecker: Employee Reviews

Balstad: No Report

Pederson: Employee Reviews

Vettleson: No Report

Staff Reports

Rachel:

Meetings/Training:

- Clearwater River 1W1P Policy Meeting
- Soil Health Meeting

Admin:

- Payroll, month end, bills, and deposits
- Board meeting prep
- Soil Health Admin (payments, tracking, etc)
- 3rd Quarter Billing
- SWAG Billing
- eLink Reporting
- Employee Reviews
- Newsletter

WCA:

- Inquires
- Notice of Application for Solar Project near Winger
- TEP Meeting with Steve

Feedlot:

- Inspections

Jenna:

Meetings/Trainings:

- Feedlot CFO Webex
- UM Aquatic Invasive Species Webinar

Buffers:

- End of year parcel review and status update

Water Quality:

Feedlots:

- Registration Notices
- Newsletter
- Updating registrations

Other:

- Fall Newsletter
- No Till Sign Design
- RLWD Logo Design

Gabby:

Meetings/Trainings:

- Soil Health Meeting
- Cover Crop Webinar
- Rain Garden Webinar
- Employee Review

Soil Health:

- Cover Crop Project Completion
- Cover Crop Payment
- Soil Health Application

Water Quality:

Other:

- JAA Certification Projects

AgBMP Report: Back to a wait list.

Open Discussion:

Next Meeting January 15th, 2025 at 8:30am

Motion to adjourn at 10:34 am by Kiecker, Seconded by Balstad.


 Secretary _____ Date _____